

**Conservation Assistance for Small Communities Grant Program
APPLICATION FORM – FY 2017/18**

Rolling submission. Absolute deadline: April 28, 2017. Early applications encouraged.

1. Applicant information

Municipality: _____.

Population (2010 Census): _____ *(only municipalities with a population of 6,000 or below are eligible)*

Project manager & contact person:

Attach authorization from the town's Chief Executive Officer (usually the chair of the board of selectmen or a town administrator) identifying the individual named below, who will be the official representative of the town in connection with this application.

Name: _____

Affiliation with town: _____

Address at town: _____

Phone number: _____

E-mail address: _____

2. Project information

Reimbursement payments are for 80% of approved expenditures.

What do you want to do? How much money do you need? (check all that apply):

☐ **Appraisal(s):** \$3,000 maximum award for each appraisal

Applicants are eligible to receive reimbursement for only one appraisal per property, unless the first appraised value is \$750,000 or greater, in which case they will be eligible to receive reimbursement payment for two appraisals. Work or expenditures preceding receipt of an executed state contract will not be reimbursed.

Estimated total cost: \$ _____

Funding request (Maximum 80% of total): \$ _____

☐ **Open Space and Recreation Plan (OSRP):** \$8,000 maximum award

Work to be completed in FY17 (from contract execution to June 30, 2017):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

Work to be completed in FY18 (from July 1, 2017 to June 30, 2018):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

☐ **Open Space Design/Natural Resource Protection Zoning:** \$8,000 maximum award

Work to be completed in FY17 (from contract execution to June 30, 2017):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

Work to be completed in FY18 (from July 1, 2017 to June 30, 2018):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

☐ **Planning to facilitate land conservation projects:** \$5,000 maximum total award

Work to be completed in FY17 (from contract execution to June 30, 2017):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

Work to be completed in FY18 (from July 1, 2017 to June 30, 2018):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

TOTAL funding request, all items: \$ _____

Will the town apply to one or more of the following EEA grant programs? (mark)

☐ LAND

☐ PARC

☐ DWSP

☐ Landscape Partnership

☐ The Town commits to holding an interest on a property that is the subject of a Conservation Partnership Grant application, to be submitted by

_____ (non-profit). *Please attach a letter from the non-profit affirming their intention to apply to the Conservation Partnership grant.*

For projects requesting funds to prepare or update their OSRP:

Have you had an approved OSRP in the past?

☐ Yes

☐ No

If you have previously had an approved OSRP, when did (or will) it expire? [Click here to enter text.](#)

Only applicants that do not have OSRPs, or whose OSRPs are expired or will expire by June 30, 2017, are eligible for funding.

If the town is not intending to apply to an EEA grant program, will the town be developing Open Space Design (OSD) or Natural Resource Protection Zoning (NRPZ) bylaws, and will it commit to voting on their adoption at town meeting?

☐ Yes

☐ No

For projects requesting funds to conduct an appraisal, or to conduct planning on a specific property:

Property location: _____

Acreage (approximate): _____

Number of parcels: _____

Assessor's Map/Lot: _____

Interest to be appraised and proposed to acquire:

☐ Fee simple

☐ Conservation Restriction

☐ Both

If both, explain: _____

Attach a map of the property.

For other planning projects, describe the planning you would like to do: (use additional sheets if needed).

3. Authorizing signatures

Chief Executive Officer:

Signature Print Name Date: _____

Conservation Commission, or Parks and Recreation Commission, or Board of Water Commissioners:

_____ Signature	(chair) _____ Print Name	Date: _____
_____ Signature	_____ Print Name	Date: _____
_____ Signature	_____ Print Name	Date: _____
_____ Signature	_____ Print Name	Date: _____
_____ Signature	_____ Print Name	Date: _____
_____ Signature	_____ Print Name	Date: _____
_____ Signature	_____ Print Name	Date: _____

Application check-list:

- ☐ Application form
- ☐ Letter from Town Manager/Chair of the Board of Selectmen authorizing the application and the Project Manager to represent the town in connection with this application
- ☐ Letter from non-profit 501(c)(3) organization eligible for the Conservation Partnership grant, affirming its intention to submit an FY18 application, in which the town agrees to hold an interest (if applicable)
- ☐ Property map for appraisal projects.